



JOB DESCRIPTION

Title: **SMALL ENGINE MECHANIC**
Department: Parks/Recreation
Class Code: 7766
FLSA Status: Non-Exempt
Effective Date: July 1, 1999 (Rev 07/2008)
Grade Number: 14

GENERAL PURPOSE

Repairs and maintains small golf course related engine equipment, both gas and diesel. Maintains equipment inventory and equipment maintenance records. Serves as a lead person on a golf course maintenance crew when needed.

EXAMPLE OF DUTIES

- *-- Responsible for maintenance and repair of small engines, both gas and diesel, including hydraulic equipment.
- *-- Responsible for sharpening all types of mowers used on a golf course.
- *-- Assists in the maintenance, repair and operation of automated sprinkler system to include fertilizing, mowing and spraying.
- *-- Operates all equipment used on a golf course, and be available to use this equipment when needed.
- *-- Performs preventative maintenance work, such as checking oil and fluid levels on all equipment.
- *-- Maintains inventory records on repairs made, parts ordered, and parts inventory.
- *-- Acts as a lead person on a golf course maintenance crew when needed. Coordinates work of other crew members, assuring completion of necessary tasks.
- *-- Keeps vehicle records.
- Performs other duties as required.

MINIMUM QUALIFICATIONS

Education and Experience

- Graduation from a standard high school and two (2) years work experience in the operation, repair and maintenance of small equipment, both diesel and gasoline type engines and hydraulic equipment, to include two (2) years experience in the operation, maintenance, and sharpening of golf course mowing equipment.

Special Requirements

- Must possess a valid Utah Driver's License.
- Must obtain pesticide applicator license within six (6) months of hire
- Must be willing to work weekends and holidays.

Necessary Knowledge, Skills and Abilities

- Thorough knowledge of golf course mowing equipment, to include hydraulics, and small engine equipment, both gas and diesel.
- Working knowledge of safety practices and procedures while making mechanical repairs; knowledge of various golf course vehicles; working knowledge of golf course maintenance, repair and operations.
- Working knowledge of automated Foley Grinding Equipment.
- Ability to troubleshoot, diagnose, and repair equipment with accuracy and speed, ability to create effective working relationships with employees; ability to communicate both verbally and in writing.
- Ability to maintain written equipment maintenance records.

TOOLS & EQUIPMENT USED

- Pickup truck; turf care and landscaping equipment, including tractors, mowers, airifier, chain saw, edgers, weed trimmers, electronic motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; talk or hear, walk, and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.
- The noise level in the work environment is moderately loud.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

EMPLOYEE'S SIGNATURE: _____ DATE: _____

H. R. DEPT. APPROVED BY: _____ DATE: _____

*Essential functions of the job.